



華埠商業發展區
CHINATOWN
BUSINESS IMPROVEMENT DISTRICT

Dec 24, 2019

Special Assessments Section
Administrative Services Division
Office of the City Clerk
200 North Spring Street, Room 395
Los Angeles, CA 90012
Attention **Rita Moreno**

() RECEIPT VERIFICATION	
Supplies & services covered by this bill were received by signed receipt on date shown below in compliance with:	
Date: _____	
()	BTRC/VRN is on file, if applicable.
()	LWO Documents is on file, if applicable.
()	EBO Documents is on file, if applicable.
()	Approved Insurance is on file, if applicable.
()	All conditions for payment have been met.
(Signature) _____	1/15/20 (Date)

Re: Disbursement Request Invoice #19-12

As outlined in the agreement between the City of Los Angeles and the Chinatown Business Improvement District, we are requesting the payment of assessment funds in the amount of

\$9,572.25

Agency Account No. 189.62

County Remittance received on 11/20/19

\$9,572.25

Grand Total

\$9,572.25

I certify that the payment requested will be expended in accordance with the provisions of the contract agreement #C-118431, and as outlined in the District's Management Plan.

Expenditure Categories include:

Security, Mktg/Promotion, Maintenance, Administration.

\$9,572.25

Grand Total

\$9,572.25

I certify that I represent the 501(c)(6) Los Angeles Chinatown Business Council and I am authorized to make this request on behalf of the organization.


George Yu
Executive Director

OK TO PAY
S.G. V. C.
1-15-20

Please remit payment to:

LOS ANGELES CHINATOWN BUSINESS COUNCIL
727 North Broadway, Suite 208
Los Angeles, CA 90012

cc:

Accounts Payable/Special Assessments Section
Administrative Services

727 N. Broadway, Suite 208, Los Angeles, CA 90012 | (213) 680-0243 | (213) 617-3298 |
www.chinatownla.com

Chatsworth Business Improvement District

Budget 2020 CONTRACT

January 1, 2020-December 31, 2020

ESTIMATED REVENUE FOR 2020:

Amount in bank account \$8,000.00

Projected Assessments 2020 \$107,700.00

Total Estimated Revenue.	\$115,700.00
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ESTIMATED EXPENSES FOR 7/1/19-12/30/19:

Administration (A)

- Outsource full administrative services: \$25,000.00
Including Marketing, Assistance, Newsletter
Production/Publishing/Copying
- Insurance (Directors and Offices Liability) \$3,900
- General Postage/Supplies \$900
- Bank service charges/print checks \$200
- CPA Tax Preparation \$600
- Phone service \$250
- IRS/STATE TAXES \$500
- CPA Review \$1,800
- Web Hosting \$150

Total Administration Expenses	\$33,300.00
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Communication (B)

- Marketing Tools (Web. Updates, Email Marketing, Social media...) \$700
- Promotional Materials \$4,000

Total Marketing Expenses	\$4,700.00
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Security/Business Watch (C)

- Day Time & Night Time Security Patrols \$55,000.00
Including Ambassador Program

Total Security/Business Watch Expenses	\$55,000.00
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Streetscape/Landscape Maintenance (D)

- Street art box maintenance \$1,000.00
- DIG Projects (clean streets/clean starts, Median,...) & Maintenance \$5,900
- Bench and Trash Maintenance Services \$3,000
- American Flag Installations \$1,500
- Cleaning, Repairs & Maintenance (e.g. signs) \$800

Total Streetscape/Landscape Maintenance Expenses	\$12,200.00
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New Projects:

- Festival Event \$10,500

Total New Projects Expenses	\$10,500.00
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Total Estimated Expenses Budget	\$115,700.00
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HOLLY L. WOLCOTT
CITY CLERK

PETTY SANTOS
EXECUTIVE OFFICER

City of Los Angeles

CALIFORNIA



ERIC GARCETTI
MAYOR

OFFICE OF CITY CLERK
Business Improvement District
Division

ROOM 224, 200 N. SPRING STREET
LOS ANGELES, CALIFORNIA 90012
(213) 978-1100
FAX: (213) 978-1107

Patrice Lattimore
DIVISION MANAGER

Clerk.lacity.org

FACSIMILE TRANSMISSION COVER SHEET

DATE: 12/20/2019

TO: George Yu, Executive Director

FAX NO. (213) 617-3298

FROM: Victoria Wang, Accounts Payable

SUBJECT: BUSINESS IMPROVEMENT DISTRICT FUNDING

____ Number of pages, including this cover sheet

Sent from fax number: (213) 978-1130

To request a retransmission, please call: (213) 978-1099

District Name: LA CHINATOWN

Account No.: 18962

County Remittance 11/20/2019

9,572.25

Available for Reimbursement

\$9,572.25

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**COUNTY OF LOS ANGELES - AUDITOR/CONTROLLER, TAX DIVISION
CITY REMITTANCE ADVICE SUMMARY**

FY 2019-2020

DATE OF REMITTANCE: November 20, 2019

ACCT.#	DESCRIPTION	TYPE	2019-20 PROPERTY TAX REVENUE	2019-20 UNSECURED 1ST PAID	2019-20 REDEMP MASTER 1ST QTR (TAX)	2019-20 REDEMP MASTER 1ST QTR (PENALTY)	2019-20 REDEMP SUPP 1ST QTR (TAX)	2019-20 REDEMP SUPP 1ST QTR (PENALTY)	2019-20 SEC SUPP 1ST PAID	2019-20 & PRIOR YEARS TAXPAYERS REFUND	2019-20 DA BILLING 1ST QTR
189.62	CHINATOWN BID	1% D/S AIR TL	- 9,572.25 - 9,572.25	- - - -	- 7,347.28 - 7,347.28	- 2,224.97 - 2,224.97	- - - -	- - - -	- - - -	- - - -	- - - -

5.2.
1-15-20

BID REPORTING REQUIREMENTS CHECKLISTS

BID NAME

GREATER CHINATOWN (2011 - 2020)

CONTRACT #

C-118431

	Year 6 (2016)		Year 7 (2017)		Year 8 (2018)		Year 9 (2019)		Year 10 (2020)	
	Due	Received	Due	Received	Due	Received	Due	Received	Due	Received
1 st Quarter Report	4/30/16	8/30/16	4/30/17	5/1/17	4/30/18	4/28/18	4/30/19	5/10/19	4/30/20	
2 nd Quarter Report	7/31/16	8/29/16	7/31/17	7/31/17	7/31/18	8/31/18	7/31/19	7/31/19	7/31/20	
3 rd Quarter Report	10/31/16	1/12/17	10/31/17	1/9/17	10/31/18	10/30/18	10/31/19	10/30/19	10/31/20	
4 th Quarter Report	1/31/17	2/24/17	1/31/18	1/31/18	1/31/19	2/12/19	1/31/20		1/31/21	
Planning Report	12/1/16	12/19/16	12/1/17	12/12/17	12/1/18	12/6/18	12/1/19	12/6/19	12/1/20	
Financial Statement	5/31/17	7/12/17	5/1/18	5/22/18	5/1/19	6/28/19	5/1/20		5/1/21	
Annual Assessment Data	6/1/16	6/24/16	6/1/17	6/7/17	6/1/18	7/5/18	6/1/19	6/3/19	6/1/20	
1 st Quarter Newsletter	Received:	9/1/16	Received:	5/1/17	Received:	2/27/18	Received:	5/10/19	Received:	
2 nd Quarter Newsletter	Received:	9/6/16	Received:	7/6/17	Received:	6/18/18	Received:	7/31/19	Received:	
3 rd Quarter Newsletter	Received:	9/27/16	Received:	1/22/17	Received:	10/30/18	Received:	10/30/19	Received:	
4 th Quarter Newsletter	Received:	2/23/17	Received:	12/19/17	Received:	2/12/19	Received:		Received:	
Annual Public Meeting	Date:		Date:		Date:		Date:		Date:	
General Liability Insurance	Expires:	12/20/16	Expires:	12/20/17	Expires:	12/20/18	Expires:	12/20/19	Expires:	12/20/20
D&O Liability Insurance	Expires:	1/10/16	Expires:	1/10/17	Expires:	1/10/18	Expires:	1/10/19	Expires:	1/10/20
Workers' Comp Insurance	Expires:	5/1/16	Expires:	5/1/17	Expires:	5/1/18	Expires:	5/1/19	Expires:	5/1/20